



**Springfield-Branson**  
**NATIONAL AIRPORT**

2300 n airport blvd ste 100  
springfield missouri 65802  
p 417.868.0500 f 417.868.0501

## **NOTICE**

Notice is hereby given that the Springfield/Branson National Airport Board will hold its regularly scheduled meeting at 8:00 a.m. on Wednesday, September 14, 2016 at the Springfield-Branson National Airport, Charter Area Meeting Room, 5000 W. Kearney St., Suite 120, Springfield, Missouri. A copy of this notice may be obtained by contacting the office of the Director of Aviation at 417-868-0500 ext. 82001.

## **AGENDA**

### **SPRINGFIELD/BRANSON NATIONAL AIRPORT BOARD**

**WEDNESDAY, SEPTEMBER 14, 2016, 8:00 A.M.**

**Springfield-Branson National Airport**

**Charter Area Meeting Room**

**(Large hangar on South end of Former Airline Terminal / Expedia Complex)**

**5000 W. Kearney St., Suite 120, Springfield, Missouri**

### **CALL TO ORDER (BY ROLL CALL VOTE)**

### **CONSENT AGENDA**

Statistical Summary for August 2016

Financial Data for August 2016

### **APPROVAL OF MINUTES**

Request approval of minutes from Regular Board Meeting on August 18, 2016

### **GENERAL BUSINESS (DISCUSSION ONLY, NOT ANTICIPATED TO BE VOTED ON)**

1. Financial Update – Kristy Bork, Assistant Director Aviation/Admin
2. Director's Report – Brian Weiler, Director of Aviation
3. Chair's Report – Tom Babik, Airport Board Chair
4. Items to be referred to Committee – Board Members may bring up items for consideration to be assigned to a committee for further action
5. Public Comment Period

**CLOSED SESSION** (ROLL CALL VOTE)

The Airport Board will move to hold a closed session to discuss leasing, purchase or sale of real estate where public knowledge might adversely affect the amount paid in the transaction 610.021(2), RSMo., and this meeting, record, and vote to be closed, and the Airport Board meeting shall stand adjourned after this meeting.

**ADJOURN**

The next regular scheduled Airport Board meeting will be Wednesday, October 20, 2016, at 8:00 a.m. in the Airport Board Room located at 2300 North Airport Boulevard, in Springfield, Missouri.

In accordance with ADA guidelines, if you need special accommodations when attending any Airport Board meeting, please notify the Director of Aviation's Office at 868-0500 ext. 82001 at least twenty-four (24) hours prior to the scheduled meeting.



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## **MINUTES**

**SPRINGFIELD-BRANSON NATIONAL AIRPORT BOARD**  
**THURSDAY, AUGUST 18, 2016 8:00 A.M.**  
**AIRPORT BOARD ROOM**  
**2300 NORTH AIRPORT BOULEVARD, SPRINGFIELD, MISSOURI**

### **CALL TO ORDER**

A Board meeting of the Springfield-Branson National Airport Board was called to order at 8:00 a.m., Thursday, August 18, 2016, in the Airport Board Room.

Members Present: Tom Babik, Chair  
Colin Brady, Vice Chair  
Jerry Harmison, Assistant Secretary  
Charlotte Hardin, Member  
John Whittington, Member  
Sterling Huff Jr., Member  
Jim Anderson, Member  
Jaimie Trussell, Member  
Michael Hoppman, Member

Members Absent: Alison George, Secretary, Robert Fulp, Member

The established Board quorum was met for the meeting. Also attending:

Brian Weiler, Director of Aviation  
Shawn Schroeder, Assistant Director of Aviation  
Kristy Bork, Assistant Director Aviation/Admin  
Joy Latimer, Legal Counsel  
Kent Boyd, Marketing/Communication Coordinator  
Pamela Boyce, Executive Secretary  
Stan Horton, Police Officer  
Kara Remington, Graphic Production Assist  
Ryan Mooney, Chamber of Commerce  
Dan Wadlington, Senator Blunt's Office  
Greg Burris, City Manager

## **CONSENT AGENDA**

Mr. Anderson motioned to approve the Consent Agenda which included Statistical Summary for July 2016. Mr. Brady seconded the motion. The motion passed unanimously.

## **APPROVAL OF MINUTES**

Mr. Anderson motioned to approve the minutes from the Regular Board Meeting on July 21, 2016. Motion was seconded by Mr. Brady. The motion passed unanimously.

## **RECOGNITION OF EMPLOYEE OF THE QUARTER** – Brian Weiler, Director of Aviation

Our employee of the quarter, for the second quarter of 2016, is Officer Stan Horton. Roads were flooded at the airport in January of this year. A car had swept off the road with 3 people inside. Officer Horton waded through the water that was cold and higher than his knees to check on the well-being of the passengers in the car. He successfully rescued the passengers from the car.

We can all agree that this is a challenging time to work in law enforcement. We have a great team of police officers working at the Airport.

Officer Horton received a certificate and his name was added to a plaque that hangs in the board room.

## **NEW BUSINESS**

### **Accept the U.S. Department of Transportation entitlement funds – Kristy Bork, Asst. Director Aviation/Admin**

On March 20, 2006, City Council approved the Bill authorizing funding from the Department of Transportation (DOT) to assist in the construction of the Springfield-Branson National Airports Midfield Terminal. Section 4 of the Bill authorizes the Airport Board to accept additional funding, under the same DOT grant, when there are available matching funds. These circumstances exist and the Airport Staff request authorization from the Board to claim the DOT funds. These funds are provided by the DOT as an annual entitlement currently in the amount of Three Million, One Hundred Twenty One Thousand and One Hundred Twenty Five Dollars (\$3,121,125). Staff recommends the Board accept the DOT funds.

Mr. Anderson motioned to accept the DOT entitlement funds as presented. Mr. Brady seconded the motion. The motion passed unanimously.

### **Recommend City Council accept grant offer from Missouri Highways & Transportation Commission – Brian Weiler, Director of Aviation**

The Airport Board and staff discussed desired goals for an Airport Business Plan during the fall 2015 board retreat. Staff submitted a grant application to MoDOT to complete an Airport Board Business Plan on May 11, 2015. The funding source for state aviation grant programs administered by MoDOT is the State Aviation Trust Fund (SATF). MoDOT issued a Tentative Allocation Letter on September 8, 2015, authorizing consultant selection and contract negotiation. The total project cost will be \$100,000 with the required local match (\$10,000) coming for budgeted airport funds. Staff recommends the Airport Board pass a motion recommending the City Council accept the \$100,000 grant offer from the Missouri Highways and Transportation Commission (MHTC).

Mr. Brady motioned to recommend to City Council to accept the \$100,000 grant offer from MoDOT.

Mr. Huff seconded the motion. The motion passed unanimously.

## **GENERAL BUSINESS**

### **Director's Report: Brian Weiler, Director of Aviation**

Enplanements are up 6% in the July Statistical Summary currently running 2% ahead of last year. We have handled 530,000 passengers this year which is up 8,000 passengers from last year. Operations are up 17% currently, 8% YTD. Fuel sales remain strong, up 20% YTD.

We were notified by U.S. Department of Commerce through the National Foreign Trade Zone Board that the application for Neosho FTZ magnet site was approved on July 29, 2016. Neosho is hosting an announcement ceremony on August 26<sup>th</sup> at their offices in Neosho. The Chair, Vice Chair and Ms. Latimer will be joining me at the ceremony.

Expedia has begun their build out of the last 16,000 sq. ft. of leased space. This is the old baggage claim area. They have an aggressive timeline and want to occupy the area by the end of this year. This is their fifth expansion. The south end of the former airline terminal has four separate construction projects going on right now; the new GA Customs Office, remodeling the military charter area, the flight school, and the Expedia build out. We expect all projects to be complete by the end of 2016.

### **Chair's Report: Tom Babik, Chair**

Chair Babik complimented Ms. Bork and Staff on the fiscal year end reports. They show that even though we had some additional expenses, extra revenue was collected from parking and car rentals which helped us to end on a positive note.

The SBDC has supported the Expedia expansion for the past several years and we appreciate their partnership.

The SBDC invited Mr. Weiler and Chair Babik to their recent board meeting. Mr. Weiler gave an update on American's Charlotte route.

## **CLOSED SESSION (ROLL CALL VOTE)**

The Airport Board will move to hold a closed session to discuss hiring, firing, disciplinary, or promotion of particular employee pursuant to section 610.021 (3), RSMo., and this meeting, record, and vote to be closed, and the Airport Board meeting shall stand adjourned after this meeting.

The meeting adjourned at 8:50 a.m. The next regular Airport Board meeting will be Wednesday, September 14, 2016, at 2300 North Airport Boulevard, Airport Board Room, Springfield, Missouri.